



U.S. Department  
of Transportation

**Federal Aviation  
Administration**

# Advisory Circular

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**Subject: AIRWORTHINESS DESIGNEE  
INFORMATION**

**Date:** 6/2/03

**Initiated by:** AFS-640

**AC No:** 183-35J

**Change:**

**1. PURPOSE.** This advisory circular (AC) provides information regarding Internet access for FAA directives, a designee directory, and the Designee Web Site. This AC also provides guidance concerning designee application, authorized functions, and initial and subsequent certificates of authority for Designated Manufacturing Inspection Representatives (DMIR), Designated Airworthiness Representatives (DAR), Organizational Designated Airworthiness Representatives (ODAR), Data Management Designated Airworthiness Representatives (MDAR), Designated Alteration Stations (DAS), manufacturing organizations with a Delegation Option Authorization (DOA), and organizations authorized under the provisions of Special Federal Aviation Regulations (SFAR) No. 36.

**2. CANCELLATIONS.** AC 183-35H, Airworthiness Designee Function Codes and Consolidated Directory for DMIR/DAR/ODAR/DAS/DOA and SFAR No. 36, dated September 21, 1998, is canceled.

**3. BACKGROUND.** A notice announcing a proposed new function code 50 to AC 183-35H was published in the Federal Register on July 8, 2002. This function code was to be identified as Data Management Function Code 50. It would allow a DAR/ODAR to determine if the data (approved and accepted) developed for major alterations is complete and requires no further FAA approval, or if not complete, does require FAA approval. The data management function also provides a certification of completeness on a FAA Form 337, Major Repair and Alteration (Airframe, Powerplant, Propeller, or Appliance, or equivalent when all requirements are met. This DAR/ODAR will be classified as a Management Designee Authorized Representative (MDAR).

**4. DEFINITIONS.**

**a. Private Person.** The term private person includes individuals, corporations, associations, and partnerships.

**b. DAR–F and ODAR–F.** A private person appointed as a DAR or ODAR with **manufacturing privileges**.

**c. DAR–T and ODAR–T.** A private person appointed as a DAR or ODAR with **maintenance privileges**.

**d. MDAR.** A private DAR/ODAR person appointed as an MDAR with responsibility for **managing data in conjunction with alteration programs leading to the issuance of an FAA field approval**.

**5. AUTHORIZED FUNCTIONS.** The complete list of functions that each type of designee/representative may be authorized to perform can be found in:

**a. The latest revision of FAA Order 8100.8, Designee Management Handbook,** (for DMIR, DAR, ODAR and MDAR).

**b. The latest revision of FAA Order 8100.9, DAS, DOA, and SFAR 36 Authorization Procedures,** (for DAS, DOA, and SFAR 36).

**6. CERTIFICATE OF AUTHORITY.** All certificates of authority for each designee/representative will be issued by the appointing office, or an FAA office designated by the appointing office, and will reflect the authorized functions identified in the latest version of FAA Orders 8100.8 or 8100.9 as appropriate.

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**7. APPLICATION.** Title 14 of the code of Federal Regulations (14 CFR) part 183 allows any qualified private person to apply for appointment as a representative of the Administrator to perform certain airworthiness certification functions in the areas of maintenance or manufacturing as a:

**a. DMIR.** Production Approval Holder (PAH) interested in appointing a DMIR in their organization must submit a letter of request and FAA Form 8110-14, Statement of Qualifications (DAR-ODAR-DMIR-DER), in accordance with the guidance contained in FAA Order 8100.8, to the local Manufacturing Inspection District Office (MIDO) or Manufacturing Inspection Satellite Office (MISO). A DMIR may only perform airworthiness certification functions for the associated PAH and may not perform those functions independently. Since DMIRs are tied directly to the PAH, they are not included in the consolidated directory.

**b. DAR Manufacturing (DAR-F/ODAR-F).** Applicants for a DAR-F or ODAR-F, must submit a letter of request and FAA Form 8110-14, in accordance with the guidance contained in FAA Order 8100.8, or, for amateur-built aircraft in accordance with the guidance contained in FAA Order 8130.30, Amateur-Built Designated Airworthiness Representatives, to the local MIDO/MISO.

**c. DAR Maintenance (DAR-T/ODAR-T).** Applicants for a DAR-T or ODAR-T must submit a letter of request and FAA Form 8110-28, Application and Statement of Qualification (DME/DPRE/DAR-T/ODAR-T), in accordance with the guidance contained in FAA Order 8100.8, to the National Examiner Board (NEB), or, for amateur-built aircraft in accordance with the guidance contained in FAA Order 8130.30, or the appropriate Flight Standards Regional Office as appropriate.

**d. DOA.** 14 CFR part 21 requires an applicant for a DOA to submit an application, in a form and manner prescribed by the Administrator, to the Aircraft Certification Office (ACO) for the area in which the manufacturer is located. The application will be made in accordance with the guidance contained in FAA Order 8100.9.

**e. DAS.** 14 CFR part 21 requires an applicant for a DAS to submit an application, in writing and signed by an official of the applicant, to the ACO responsible for the geographic area in which the applicant is located. The application will be made in accordance with the guidance contained in FAA Order 8100.9.

**f. SFAR No. 36.** Requires an applicant to submit an application, in writing and signed by an officer of the applicant, to the FAA Flight Standards District Office (FSDO) charged with the overall inspection of the applicant's operations under the applicant's certificate. The application will be made in accordance with the guidance contained in FAA Order 8100.9.

## **8. DESIGNEES SEEKING ADDITIONAL FUNCTION CODES/PRIVILEGES.**

**a. Manufacturer Designee** refer to chapter 5 of the latest version of FAA Order 8100.8.

**b. Maintenance Designee** refer to chapter 14 of the latest version of FAA Order 8100.8.

**c. DAR/ODAR (Dual Rated, 08 and 23)** applicant seeking expanded authority as a Data MDAR must submit a letter of request and FAA Form 8110-28, in accordance with the guidance contained in FAA Order 8100.8, to the National Examiner Board (NEB) or the appropriate Flight Standards Regional Office as appropriate.

**9. CONSOLIDATED DIRECTORY.** The consolidated directory of all current DAR, ODAR, MDAR, DAS, DOA and SFAR No. 36 can only be found on the Internet at: <http://av-info.faa.gov/dst/DARDirectory.pdf>. Errors or omissions should be brought to the attention of the FAA office that manages the designee/representative.

**10. ELECTRONIC GUIDANCE MATERIAL AND DESIGNEE WEB SITE.** The FAA hosts a Web Site for designees at <<http://av-info.faa.gov/dst>>. The site contains information on the background and history of the designee program, how to apply to become a designee, training available for a designee, and a reference library for designee guidance material. The reference library is intended to be the primary source of electronic designee guidance material.

**11. COMMENTS AND INQUIRIES.**

**a. Specific comments** and inquiries about the designee's information, as shown in the consolidated directory, should be directed to the designee's FAA managing office. *It is important to note that the Designee's FAA managing office* is responsible to ensure the designee's information (e.g. name, address, telephone number, authorized function, etc.) is correct and/or updated in the Designee Information Network (DIN) in accordance with Order 8100.8, Designee Management Handbook, and Order 8100.9, DAS, DOA, SFAR-36 Authorization Procedures. The Delegated and Airworthiness Programs Branch, AIR-140, maintains the consolidated directory based on DIN information, periodically.

**b. Comments regarding the CONTENT of this publication** (NOT the content of the consolidated directory) should be directed to: The National Resource Specialist Airworthiness Certification of Products/Parts and Airworthiness Designees, AFS-640, **telephone: (405) 954-6484**, or to the Designee Standardization Branch, AFS-640, **telephone: (405) 954-6479**. The address is: FAA, ATTN: Designee Standardization Branch, AFS-640, P.O. Box 25082, Oklahoma City, OK 73125.

*Original signed by:*

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